

SL 2014-120 REPORT APPALACHIAN DISTRICT HEALTH DEPARTMENT

Part 1A: On-site Water Protection: Standardize Certain Regulatory Review Procedures

Reference Session Law 2014-120, Section 29.(b).

The Appalachian District Health Department Onsite Water Protection Division periodically receives these type applications which may require review by the Onsite Water Protection Branch (OSWP). The following outlines how these applications are handled.

- I. Systems with design daily flows $\geq 3,000$ total gallons per day [15A NCAC 18A .1938(e)] or for treatment of industrial process wastewater (IPWW) [15A NCAC 18A .1938(f)].
 - A. Receive application
 - B. Assign to program specialist
 - C. Notify state regarding need for review and convey materials to the State
 - D. Assist the State with processes outlined in Part 1A, Section I of the State report
- II. Design plans and specifications pursuant to Rule .1938(f).
 - A. Receive application
 - B. File a Request for Review describing which elements of the Submittal the OSWP should review.
 - C. Convey the Regulatory Submittal and Request to Review to the OSWP.
 - D. Assist the State with processes outlined in Part 1A, Section II.B of the State report
- III. Design daily flow review pursuant to Rule .1949;
 - A. Receive application
 - B. File Request for Review for a proposal submitted based on Rule .1949 and convey it to the OSWP with the Regulatory Submittal.
 - C. Assist the State with processes outlined in Part 1A, Section II.A of the State report
- IV. Design plans and specifications pursuant to Rule .1948(d);
 - A. Receive application
 - B. File Request for Review for a proposal submitted based on Rule .1948(d) and convey it to the OSWP with the Regulatory Submittal.
 - C. Assist the State with processes outlined in Part 1A, Section II.C of the State report
- V. Design plans and specifications for flow reduction utilizing low-flow fixtures or low-flow technologies pursuant to Session Law 2013-413 or 2014-120. The procedure below is for reviews conducted on the local level only.
 - A. Receive application
 - B. Conduct Review of proposed flow reduction
 - C. File Request for Review for a proposal based on Rule .1949 (c) and convey it to the OSWP with the Regulatory Submittal.
 - D. Provide a response to the Submitting Party that includes:

SL 2014-120 REPORT APPALACHIAN DISTRICT HEALTH DEPARTMENT

- a. An approval of the proposed flow reduction, engineering plans and specifications, or
- b. A request for revisions that include:
 - (a) A section detailing any required revisions with citation of applicable statute or rule(s);
 - (b) A section detailing any suggested or recommended revisions based upon current knowledge base (guidance, manuals or standards of practice).
- c. A request for additional information that includes:
 - (a) A section detailing any required additional information with citations of applicable statute or rule(s) and;
 - (b) A section detailing any suggested additional information based upon current knowledge base (guidance, manuals, or standards of practice).

SL 2014-120 REPORT APPALACHIAN DISTRICT HEALTH DEPARTMENT

Part 1B: Food Protection and Facilities: Standardize Certain Regulatory Review Procedures

Reference Session Law 2014-120, Section 29.(b).

The Appalachian District Health Department Food Protection and Facilities Division periodically applications which may require review by the Food Protection and Facilities Section with technical assistance from the Food Protection and Facilities Branch of the North Carolina Division of Public Health (DPH). The following outlines how these applications are handled.

- I. Permitted Facilities (Food Service, Camps, Lodging, Tattoo Parlors)
 - A. Receive application.
 - B. Application and accompanying documents and plans are reviewed by Food Protection and Facilities Program Specialist or designated Environmental Health Specialist for compliance with applicable rules and requirements. Guidance tools provided by DPH are used during plan review of these facilities to ensure consistency.
 - C. Food Protection and Facilities Program Specialist or designated Environmental Health Specialist will consult with the Water Protection Program Specialist to determine compliance with 15A NCAC 18A .1700 and 15A NCAC 18A .1900 if required.
 - D. Provide a response to the Submitting Party that includes:
 - a. An approval of the plans and specifications, or
 - b. A request for revisions that include:
 - (a) A section detailing any required revisions with citation of applicable statute or rule(s);
 - (b) A section detailing any suggested or recommended revisions based upon current knowledge base (guidance, manuals or standards of practice).
 - c. A request for additional information that includes:
 - (a) A section detailing any required additional information with citations of applicable statute or rule(s) and;
 - (b) A section detailing any suggested additional information based upon current knowledge base (guidance, manuals, or standards of practice).
- II. Public Swimming Pools, Wading Pools, and Spas
 - A. Receive application.
 - B. Application and accompanying documents and plans are reviewed by Food Protection and Facilities Program Specialist or designated Environmental Health Specialist for compliance with 15A NCAC 18A .2500 in accordance with 15A NCAC 18A .2509. The plan review checklist and guidance tools provided by DPH are used during the plan review process to ensure consistency.

SL 2014-120 REPORT APPALACHIAN DISTRICT HEALTH DEPARTMENT

- C. Food Protection and Facilities Program Specialist or designated Environmental Health Specialist will consult with the Water Protection Program Specialist to determine compliance with 15A NCAC 18A .1700 and 15A NCAC 18A .1900 if required.
 - D. Provide a response to the Submitting Party that includes:
 - a. An approval of the plans and specifications, or
 - b. A request for revisions that include:
 - (a) A section detailing any required revisions with citation of applicable statute or rule(s);
 - (b) A section detailing any suggested or recommended revisions based upon current knowledge base (guidance, manuals or standards of practice).
 - c. A request for additional information that includes:
 - (a) A section detailing any required additional information with citations of applicable statute or rule(s) and;
 - (b) A section detailing any suggested additional information based upon current knowledge base (guidance, manuals, or standards of practice).
- III. Licensed Facilities (Childcare Centers, Institutions, Residential Care Homes, Adult Day Service Facilities, Public/Private Schools, Local Confinement)
- A. Receive application or other initial documentation from applicant.
 - B. Application and/or accompanying documents and plans are reviewed by Food Protection and Facilities Program Specialist or designated Environmental Health Specialist for compliance with applicable rules and requirements.
 - C. Food Protection and Facilities Program Specialist or designated Environmental Health Specialist will consult with the Water Protection Program Specialist to determine compliance with 15A NCAC 18A .1700 and 15A NCAC 18A .1900 if required.
 - D. Food Protection and Facilities Program Specialist or designated Environmental Health Specialist will consult with the licensing agency to verify that proposed facility is in compliance with that agency's applicable rules and requirements prior to final approval.
 - E. Provide a response to the Submitting Party that includes:
 - a. An approval of the plans and specifications, or
 - b. A request for revisions that include:
 - (a) A section detailing any required revisions with citation of applicable statute or rule(s);
 - (b) A section detailing any suggested or recommended revisions based upon current knowledge base (guidance, manuals or standards of practice).
 - c. A request for additional information that includes:
 - (a) A section detailing any required additional information with citations of applicable statute or rule(s) and;

SL 2014-120 REPORT APPALACHIAN DISTRICT HEALTH DEPARTMENT

- (b) A section detailing any suggested additional information based upon current knowledge base (guidance, manuals, or standards of practice).

SL 2014-120 REPORT APPALACHIAN DISTRICT HEALTH DEPARTMENT

Part 2A: On-site Water Protection Informal Internal Review Processes and Procedures to Develop and Maintain a List of Review Engineers

Reference Session Law 2014-120, Section 29.(c).

The Appalachian District Health Department will follow the procedures outlined below for requests for Informal Internal Review of Onsite Water Protection Regulatory Submittals filed by a PE.

- I. If a Submitting Party requests an Informal Internal Review of an engineered design, the request will be forwarded to the State in accordance with Part 2A Section III of the State report.
- II. A list of PEs available for Informal Internal Reviews will be developed in accordance with Part 2A Section IV of the State report.

SL 2014-120 REPORT APPALACHIAN DISTRICT HEALTH DEPARTMENT

Part 2B: Food Protection and Facilities Informal Internal Review Processes and Procedures to Develop and Maintain a List of Review Engineers

Reference Session Law 2014-120, Section 29.(c).

The Appalachian District Health Department will follow the procedures outlined below for requests for Informal Internal Review of Food Protection and Facilities Regulatory Submittals filed by a PE.

- I. If a Submitting Party requests an Informal Internal Review of an engineered design, the request will be forwarded to the State in accordance with Part 2B Section II of the State report.
- II. The Appalachian District Health Department will utilize the Food Protection and Facilities Branch list of PE's for informal reviews in accordance with SL 2014-120 Report DHHS DPH EHS Part 2B, Section III Procedure for Developing and Maintaining a List of PE's for Informal Internal Reviews.

SL 2014-120 REPORT APPALACHIAN DISTRICT HEALTH DEPARTMENT

Part 3A: Onsite Water Protection Review of Working Job Titles

Reference Session Law 2014-120, Section 29.(h).

- I. The working titles and position descriptions of all Appalachian District Health Department Environmental Health staff who review Regulatory Submittals were reviewed with Human Resources. No Environmental Health positions have “engineer” in the title. All positions and titles subject to review Regulatory Submittals are listed below:
 - A. Environmental Health Supervisor
 - B. Environmental Health Program Specialist
 - C. Environmental Health Specialist

SL 2014-120 REPORT APPALACHIAN DISTRICT HEALTH DEPARTMENT

Part 3B: Food Protection and Facilities Review of Working Job Titles

Reference Session Law 2014-120, Section 29.(h).

- II. The working titles and position descriptions of all Appalachian District Health Department Environmental Health staff who review Regulatory Submittals were reviewed with Human Resources. No Environmental Health positions have “engineer” in the title. All positions and titles subject to review Regulatory Submittals are listed below:
 - A. Environmental Health Supervisor
 - B. Environmental Health Program Specialist
 - C. Environmental Health Specialist